

Panel Consent Agenda

Introduction

Purpose: To clarify the function of the panel consent agenda, and to describe the procedure for placing cases on the consent agenda and for removing cases from the consent agenda.

Background: The Commission reviews ~~100-175~~ cases at each meeting to determine whether disciplinary action is warranted. The Commission has developed a “consent agenda” ~~in order~~ to make this process more efficient and better serve the goal of public protection. The consent agenda is a grouping of relatively straightforward cases in which the reviewing commission member (RCM) has thoroughly reviewed the case, provided a written analysis, including relevant documentation, and recommends closure of the case. The consent agenda cases are reviewed by the cognizant panel members prior to scheduled Commission meetings. ~~A panel member may, at~~ the meeting, a panel member may remove any case from the consent agenda for panel discussion, for any reason. Once finalized, the closure of all cases remaining on the consent agenda is approved by a vote of the panel, without further discussion.

The goal of the consent agenda is to allow the Commission to effectively allocate meeting time and better serve the public while maintaining rigorous review standards for all cases investigated. The combination of a thorough case selection for the consent agenda and the ability for any panel member to remove a case from the ~~C~~consent Aagenda will preserve the integrity and fairness of the panel review process.

Procedure

1. The RCM submits a written analysis of the case, including a recommended closure code and any other relevant documentation, to the assigned staff attorney at least seven-four days prior to the Commission meeting, and requests that the case be placed on the consent agenda.
2. The staff attorney reviews the file to ensure that the case is appropriate for the consent agenda. If the case does not appear appropriate for the consent agenda, the staff attorney discusses issues with the RCM. If the RCM and staff attorney together conclude that the case is appropriate for the consent agenda, the staff attorney forwards it to the staff member responsible for the consent agenda.
3. Commission staff creates a consent agenda packet for the Commission panels. The consent agenda packet consists of the written analyses, recommended closure codes, and relevant documentation for each case. Commission staff sends the appropriate consent agenda packet to each panel member prior to the Commission meeting.
4. Each Commission member reviews the consent agenda packet prior to the Commission meeting.

5. At the Commission meeting, each panel chair asks the panel if any member wants to remove one or more cases from the consent agenda. Any panel member may remove any case from the consent agenda for any reason.
6. If cases are removed from the consent agenda, those cases will be presented and discussed during the regular case review process.
7. The panel then votes on whether to accept the modified consent agenda in its entirety, thereby closing each case remaining on the consent agenda with the recommended closure code.

Date of Adoption: August 23, 2019

Reaffirmed/Updated: None.

Supersedes: Consent Agenda Procedure, Adopted 11/6/2015